

**COUNCIL ACTION FORM**

**SUBJECT:**            **FY 2020/21 RIGHT-OF-WAY TREE TRIMMING & REMOVAL  
PROGRAM CHANGE ORDER**

**BACKGROUND:**

In May, City Council approved the renewal contract for tree trimming, tree removal, and stump removal in the City right-of-way with Pitts Lawn & Tree Service, Huxley, Iowa in the amount of \$85,000. Most of the contracted work is for removal of trees too large or trimming that is too high for the equipment owned by the City.

Prior to the August 10<sup>th</sup> Derecho storm, \$19,574 had been expended on the contract for FY 2020/21. Since the Storm, over \$63,823 has been expended and another \$31,194 has been billed to the City but not yet paid for storm related trimming and removals. Staff estimates there is \$7,500 worth of storm-related work yet to be completed. Also, the contractor will still need to complete various trimming and hazard tree removal work not related to the storm. Staff estimates \$35,000 of non-storm related work will be required of the contractor to finish FY 2020/21.

The table below details the funds expended on the contract to this point and funds needed to complete storm related and non-storm related work.

	<b>Non-Storm Related Work</b>	<b>Storm Related Work</b>	<b>Total</b>
Prior to Storm	\$19,574	\$ 0	\$ 19,574
Storm Related Work Completed	0	95,017	95,017
Work yet to be completed	35,000	7,500	42,500
<b>Total</b>	<b>\$54,574</b>	<b>\$102,517</b>	<b>\$157,091</b>

**The contract amount needs to be increased to \$157,091 to complete the necessary storm and non-storm related work in the right of way. The Adopted FY 2020/21 budget has \$85,000 for contracted tree work. Staff has submitted claims with Federal Emergency Management Administration (FEMA) officials for reimbursement. Storm related work is eligible for up to 85% reimbursement. Therefore, if the claims are approved, the City could receive over \$87,000 in reimbursed funding.**

**ALTERNATIVES:**

1. Approve a Change Order to add \$72,091 to the FY 2020/21 Right of Way Tree Trimming & Removal Contract awarded to Pitts Lawn & Tree Service, Huxley, IA.
2. Do not approve the Change Order to add \$72,091 to the FY 2020/21 Right of Way Tree Trimming & Removal Contract awarded to Pitts Lawn & Tree Service.

**CITY MANAGER'S RECOMMENDED ACTION:**

The work completed by the contractor is work City staff is not capable of doing due to the large diameter and the height of the trees. The work needed is necessary to maintain safety to the residents and their property. Adding the funds to an existing contract allows staff to move forward in directing Pitts Lawn & Tree Service to continue with mitigating storm damage and other non-storm related work.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.